



METROPOLITAN POLICE DEPARTMENT
of Nashville and Davidson County

David Briley, Mayor

Steve Anderson
Chief of Police

September 4, 2019

Mr. Kent Hoover
1199 Street Road
Kingston Springs, TN 37082-9242

RE: Public Records Request

Dear Mr. Hoover,

Attached please find your 720 form and two denials. In regards to the Retention Schedule, Metro Police does not maintain that information. You will need to contact Metropolitan Clerks office for that information.

For the other information, your request is overly vague and we cannot determine what documents you are requesting,

Sincerely,

D. Lisa Davidson
Public Records Request Coordinator

Encls.





Metropolitan Nashville Police Department
Central Records Division
811 Anderson Lane, Suite 100,
Madison, TN 37115
615-862-7631



MNPDP Open Records Request Form

This form is to be completed for copies of records or files and inspection of
Law Enforcement Personnel Records offered by the Metropolitan Nashville Police Department

Date: _____

This form complies with TENNESSEE CODE ANNOTATED - TITLE 10, CHAPTER 7, PART 5.

Section A

Requestor Information: (Business/Citizen Information)

Business Name: _____

Business Address: 1199 Street Road City Kingston Springs State TN Zip 37082

Business Telephone Number: _____

Print Full Name: Kent Hoover

Personal Home Address: See above City State Zip

Personal Telephone Number: _____

Email Address: 79261-60736760@requests.muckrock.com

Signature of Requestor: *[Signature]* for Kent Hoover

Send Results By: ☐ Postal Mail ☐ In Person ☒ Email

Photo copy of photo ID with address must be attached to this request.

Note: Pursuant to T.C.A. § 10-7-503(a)(2)(B), "In the event it is not practicable for the record to be promptly available for inspection, the custodian shall, within seven (7) business days: (i) Make the information available to the requestor; (ii) Deny the request in writing or by completing a records request response form developed by the office of open records counsel. The response shall include the basis for the denial; or (iii) Furnish the requestor a completed records request response form developed by the office of open records counsel stating the time reasonably necessary to produce the record or information."

Type of Service Requested:

Complaint Number: _____

☐ Background Check

☐ ARL Records

☐ Copy of Case File

☐ Personnel File

☐ Disciplinary File

☐ Accident Report

☐ Incident Report

☐ Computer Report

☐ Arrest Report

☐ Visa Letter

☐ Dashcam - Date/Time: _____ / _____
Officer/Car# _____

☐ Body Worn Camera - Date/Time: _____ / _____
Officer/Car# _____

☐ Adoption Letter ☐ Mug Shot*

☐ Photos ☐ Fingerprints*

☐ OPA File: _____
IA/OPA Number if Known

☒ Other (Please Explain in detail): _____

Any and all materials, indices, directives, manuals, and other guiding documentation regarding the records generated and retained by this agency, including but not limited to any and all applicable:

• Record retention schedules

• Indices to the records management program

• Any other data structures used for the management of records: digital, paper, and otherwise

*Fingerprints and Mug Shots requests are completed by our Forensic Services Division located at 400 Myatt Drive, Madison, TN 37115

Section B

Subject of Request (If request is for Inspection of MNPDP Personnel Files skip to Section E)

Section C

Name (Last) (First) (Middle)

A.K.A. Names (Maiden, Other, etc.)

1 (Last) (First)

2 (Last) (First)

Date of Birth Race Sex

Social Security Number Driver License Number

Street Address: City State Zip

(NOTE: The accuracy of the information you provide is critical as all searches are conducted based on the information provided.)

Reason for Request:

Journalism/research

For MNPB Personnel Record Requests:**Tenn. Code Ann. § 10-7-503**

(c)(1) Except as provided in § 10-7-504(g), all law enforcement **personnel** records shall be open for inspection as provided in subsection (a); however, whenever the personnel records of a law enforcement officer are inspected as provided in subsection (a), the custodian shall make a record of such inspection and provide notice, within three (3) days from the date of the inspection, to the officer whose personnel records have been inspected:

(A) That such inspection has taken place;

(B) **The name, address and telephone number of the person making such inspection;**

(C) For whom the inspection was made; and

(D) The date of such inspection

I request to view the following employee personnel file:

Employee Name (Print)

Assignment (If Known)

Reason for viewing file: If related to criminal or civil litigation, please give case name or other identifying information, i.e., docket #, etc.

Department Use Only:**Date Employee Notified:****Date Inspected:****Method of Notification:****Assignment Verified:****Undercover Comments:****Department Use Only:**

Request Received By (Print)

Name

ENO

Date/Time

Request Processed By (Print)

Name

ENO

Date/Time

Fees Calculated By (Print)

Name

ENO

Date/Time

Total Fees: \$ _____**No. of Fingerprint Cards: _____**

Results: Mail:

Faxed:

Emailed:

Date

Date

Date

Placed at counter for pick-up

Picked up

Date

Date



METROPOLITAN POLICE DEPARTMENT
of Nashville and Davidson County

David Briley, Mayor

Steve Anderson
Chief of Police

PUBLIC RECORD REQUEST RESPONSE FORM

Metro Nashville Police Department / Central Records

Governmental Entity Name and Address: 811 Anderson Lane, Suite 100, Madison, TN 37115

Date: 09/04/2019 RE: Indices and any other data structures...

Requestor's Name and Contact Information: Kent Hoover

In response to your records request received on 08/28/2019 our office is taking the action(s) indicated below:
[Date Request Received]

☐ The public record(s) responsive to your request will be made available for inspection:

Location: _____

Date & Time: _____

☐ Copies of public record(s) responsive to your request are:

☐ Attached;

☐ Available for pickup at the following location: _____; or

☐ Being delivered via: ☐ USPS First-Class Mail ☐ Electronically ☐ Other: _____.

☒ Your request is **denied** on the following grounds:

☒ Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).

☐ No such record(s) exists or this office does not maintain record(s) responsive to your request.

☐ No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.

☐ You are not a Tennessee citizen.

☐ You have not paid the estimated copying/production fees.

☐ The following state, federal, or other applicable law prohibits disclosure of the requested records: _____.

☐ It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:

☐ It has not yet been determined that records responsive to your request exist; or

☐ The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact Public Records Request Coordinator.

Sincerely,

D. Lisa Davidson

Public Records Request Coordinator





METROPOLITAN POLICE DEPARTMENT
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David Briley, Mayor

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Chief of Police

PUBLIC RECORD REQUEST RESPONSE FORM

Metro Nashville Police Department / Central Records

Governmental Entity Name and Address: 811 Anderson Lane, Suite 100, Madison, TN 37115

Date: 09/04/2019 RE: Retention Schedules

Requestor's Name and Contact Information: Kent Hoover

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[Date Request Received]

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Location: _____

Date & Time: _____

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If you have any additional questions regarding your record request, please contact Public Records Request Coordinator.

Sincerely,

D. Lisa Davidson

Public Records Request Coordinator





METROPOLITAN POLICE DEPARTMENT
of Nashville and Davidson County

David Briley, Mayor

Steve Anderson
Chief of Police

August 28, 2019

Mr. Kent Hoover
1199 Street Road
Kingston Springs, TN 37082-9242

RE: Public Records Request

Dear Mr. Hoover,

Attached please find the invoice for your request:

1. Arrest number or ORI
2. Arrestee's name
3. Arrestee's DOB
4. Arrestee's race
5. Arrestee's sex
6. Offense date
7. Arrest date
8. Location of arrest (e.g. address, block, or centroid XY coordinates)
9. Arresting charge description
10. Arresting charge severity
11. Arraignment date
12. Case referred to prosecutor (Y/N)
13. Date referred to prosecutor

Once payment has been received, your request will be sent out via regular postal mail to the above address.

Sincerely,

D. Lisa Davidson
Public Records Request Coordinator

Encl.
PRR 19-18085



